



GIPARD

Goa Institute of Public Administration
& Rural Development

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सशक्त पंचायत सतत् विकास

SDU I

Decentralized Planning, Monitoring & Evaluation Sector



1. Two days Hands-on Training Programme on Public Financial Management System (PFMS) & eGram Swaraj Application was organized for V.P. Secretaries & V.P. Clerks in 06 batches for 02 blocks of North Goa District and 02 blocks of South Goa District. on 9th & 10th January, 2025 for Tiswadi block, on 16th & 17th January, 2025 for Bardez block batch on 20th & 21st January

2025 for Salcete block batch I, on 23rd & 24th January, 2025 for Bardez block batch II, On 27th & 28th January, 2025 for Salcete block batch II, On 29th & 30th January, 2025 for Ponda block and on 31st January to 1st February, 2025 for Quepem & Sanguem blocks. Total 199 participants attended the above cited training programme. The aim of the training sessions was to enable participants to provide hands on training on PFMS & e-Gram Swaraj application. The State level Certified Master Trainers under 'Transforming India through Strengthening PRIs (TISPRI) Project of MoPR, Government of India conducted sessions for the said programme.



2. One day Training Programme on Own Source Revenue & Carbon Neutrality for Panchayats was conducted in 16 batches in Blocks of North & South Goa Districts. The said Training Programme was organized in batches for Panchayat Functionaries, Elected Representatives and Village Development Committee Members at respective Talukas of North & South Goa Districts viz; for Pernem block on 23rd January, 2025 at Village

Panchayat hall Dhargal, Pernem, for Bicholim & Sattari blocks on 24th January, 2025 at Village Panchayat Honda, Sattari Goa, for Bardez & Tiswadi block on 25th January, 2025 at Village Panchayat hall Sucorro, Bardez for Ponda, Dharbandora, Mormugao & Canacona blocks on 28th February, 2025 at Collectorate South, Margao and for Salcete, Quepem and Sanguem blocks on 29th January, 2025 at Collectorate South, Margao. The training programme was attended by 312 participants covering all 12 Talukas of both the districts. The aim of the training programme was to sensitize participants on importance of Own Source Revenue generation & Carbon Neutrality at Panchayats. The sessions during the training programme were delivered by State Resource Persons under Panchayati Raj of GIPARD.



SDU II

Rural Development Sector

1. 4 batches of Special Camp cum Awareness Programme at Village Level on Forest Rights Act, 2006 were held between 23rd, 29th, 30th & 31st January, 2025 in Nagargao V.P.- Sattari, Sancordem V.P., Dharbandora, Gaondongrim V.P.- Canacona & Kirlapal Dabal V.P.- Dharbandora



respectively. The aim of the programme was to create awareness among participants on FRA and scrutinise the files of the claimants. Also, claimant was able to understand the importance of necessary documents for further process to avail their rights. A total of 238 FRA claim files (74 Nagargao, 90 Sancordem, 66 Gaondongrim & 8 Kirlapal Dabal) were checked & sent for further actions during these camps.

The files of claimants were verified by resource person from GIPARD & staff of O/o Deputy Collector of respective Blocks. Total 124 participants attended the special camp cum awareness programmes. for the Inaugural session of the training programme.

2. Government College of Arts, Science & Commerce, Sanquelim in collaboration with GIPARD conducted one day Training Programme on Dhoop Making on 27th January, 2025 at Govt. College Sanquelim Campus. The aim of the programme was to train SHG members from Harvalem V.P. in Dhoop making & related products. Dr. Nisha Kevat & Smt. Reshma Naik explained the Dhoop making process along with demonstration to the participants. Total 18 participants attended the training Programmes.



SDU III

Women's Development Sector:

1. 02 batches of District Level Capacity Building Workshops on National Action Plan for Drug Demand Reduction Scheme (NAPDDR) were held on 6th January, 2025 at GIPARD, Ella Farm, Old Goa and 31st January, 2025 at 4th Floor, Room 407, Mathany Saldhana Administrative Complex, Margao Goa in



collaboration with the Directorate of Social Welfare, Government of Goa, sponsored by the Ministry of Social Justice and Empowerment, Government of India. The aim of the programme was to educate and train stakeholders on the NAPDDR, focusing on preventive education, treatment, rehabilitation and the roles and responsibilities of various agencies to create a district level action plan for drug demand reduction. A total of 35 participants attended the workshops from the selected Government Departments (i.e. Municipal Councillors, Elected Representatives of PRI, Officers from Police Department, NGO members etc.).

2.A 01 Day DoPT, Gol, Sponsored Training Programme on Prevention of Sexual Harassment of Women at Workplace Act, 2013 was held on 8th January, 2025 at GIPARD, Ella Farm, Old Goa. The aim of the programme was to equip the participants with knowledge on Sexual Harassment, Provisions of the PoSH Act, Constitution of Internal Committee (IC) and role and responsibilities of IC members. The programme was attended by 36 participants from various Government Departments.



3. A 01 Day DoPT, Gol, Sponsored Training Programme on Managing Stress at Work and Home was held on 10th January, 2025 at Mathany Saldhana Administrative Complex, Margao Goa. The aim of the programme was to be able to define stress, list out the sources of stress and get tips to survive in a stressful environment at work and home. The

programme was attended by 23 participants from various Government Departments.

4.03 batches of two days MoRD Training programme on Women's Health and Menstrual Hygiene were held on 14th and 15th January, 2025, 20th and 21st January, 2025 and 28th and 29th January, 2025 at GIPARD, Ella Farm, Old Goa. The programme focused on addressing women's unique health issues. The aim of the programme was to inform and empower women to take responsibility of their health. A total of 77 participants attended the programmes that included Teachers from Government Schools, Elected Representatives and SHG Members.



5.A 01 Day DoPT, Gol, Sponsored Training Programme on Self Defence and Safety Tips for Women was held on 16th January, 2025 at GIPARD, Ella Farm, Old Goa. The programme was attended by 30 participants from various Government Departments.

6.A 01 Day DoPT, Gol, Sponsored Training Programme on Laws on Children Safety was held on 24th January, 2025 at Mathany Saldhana Administrative Complex, Margao Goa. The aim of the programme was to raise awareness about laws related to Child Safety and encourage community involvement in child protection. The programme was attended by 20 participants from various Government Departments.



SDU IV Public Administration Sector



1.National Level, DoPT, Gol Sponsored Trainer Development Programme on Training Need Analysis (TNA) was held from 13th to 18th January, 2025 (for a duration of 06 days) at GIPARD for 08 participants. The purpose of a TNA is to identify and bridge the knowledge and skills gaps in the workforce to achieve optimal performance. TNA also uncovers the reasons for the gaps and helps determine the different approaches to removing those gaps. 08 participants were trained to be Training Need Analysts. This was a short, intensive course with plenty of activities with emphasis on practice within small groups and practical sessions including field visits. RT-TNA Dr. R.K. Choubisa was deputed by DoPT, Gol as a facilitator. Participants were encouraged to share their

learning experiences with others and give and receive feedback. Comprehensive range of reading material was distributed to participants to support the course activities. At the end of the course, all 08 participants were certified as Training Need Analysts by DoPT, Gol. This extensive course benefited the participants to obtain conceptual clarity and skills needed to undertake TNA.

2.Six days Induction Training Programme for the Newly Recruited 45 Junior Assistants and 02 MTS under GAD was held from 7th to 11th January, 2025 at GIPARD. This training programme aimed at empowering the participants with knowledge and understanding of Office Procedures, Administrative Laws, Government Finance, etc. and enhance their computer skills along with other soft skills. Subject experts were invited as resource persons to deliver sessions on various aspects like Conduct Rules, FRSR, Noting & Drafting, RTI, etc. concerning them and their job profile. Apart from the sessions, the participants were given assignments and a test at the end of the training programme. All the participants were awarded a certificate of completion at the end of the training programme.



3.DoPT, Gol sponsored Training Programme on Conflict Resolution was held on 8th January, 2025 at GIPARD. 24 Group A Officers including Principals, Doctors, Directors, Dy. Directors, Asst. Directors, Scientific Officers, Asst. Conservator of Forests, etc. benefited from the said training. This training aimed at enhancing the participants conflict management skills for better interpersonal growth and organizational effectiveness. Dr. Padhmanabhan V, Associate Professor - OB/HR Area and Anshul Mandliya, Assistant Professor- OBHRM from Goa Institute of Management conducted the said training.

4.2 Batches of DoPT, GOI sponsored Training Programme on Pension Rules & other Retirement Benefits was held on 13th & 14th January, 2025 (for a duration of 02 days) at GIPARD. There were 54 participants in Batch 1 and 33 participants in Batch 2 (Pension Matters), which included Head Clerks, Accountants, UDCs & LDCs from various Government Departments who benefited from this training programme. A total of 65 participants benefitted from this training programme. The objective of this training programme was to enhance the participants understanding on matters concerning pension and other retirement benefits through expert sessions and classroom exercises. Subject experts were invited to deliver and classroom exercises enhanced the training experience. The training ended with a Valedictory session.



5.GIPARD has organised a series of Training Programmes on the Right to Information Act, 2005 for the PIOs and APIOs of the departments of Water Resources, Education, Goa University, Agriculture, Animal Husbandry, IRB & Postal Department from 22nd to 25th January, 2025. The programme was inaugurated by Shri. Aravind Kumar H. Nair, State Chief Information Commissioner, Goa. A total of 266 participants attended the programme. Shri. Pralhad Kachare from YASHADA, Pune and Shri. Yoganath Singh from ATI, Mysore were the Resource Persons. The sessions covered important provisions of the Act, role and responsibilities of the PIOs, FAA & SIC session on section 4 was also covered alongwith important decisions of the Commissions, High Court & Supreme Court on RTI.



6.This Institute also conducted Training programme on Right to Information Act, 2005 for the Directorate of Panchayats from 27th to

28th January, 2025 at GIPARD. This training programme aimed at empowering the participants with knowledge and understanding of Office Procedures, Administrative Laws, Government Finance, etc. and enhance their computer skills along with other soft skills. Subject experts were invited as resource persons to deliver sessions on various aspects like Conduct Rules, FRSR, Noting & Drafting, RTI, etc. concerning them and their job profile. Apart from the sessions, the participants were given assignments and a test at the end of the training programme. All the participants were awarded a certificate of completion at the end of the training programme.



30th January, 2025. During these programmes the PIOs of the Village Panchayats of Bardez, Tiswadi, Bicholim, Canacona, Mormugao and APIOs from the Headquarters of Directorate of Panchayats were invited. Shri Atmaram Barve, State Information Commission, SIC Goa inaugurated programme for the Panchayats on 27th January, 2025.

Shri. Vivek Velankar & Shri. Pralhad Kachare, Resource Persons from YASHADA have conducted the sessions. A total of 115 participants attended the programme.

7.2 Batches of DoPT, Gol sponsored Training Programme on 'Reservation in Services' was held from 30th, 31st January and 1st February, 2025 (for a duration of 03 days) at GIPARD. There were 30 participants in Batch 1 and 24 participants in Batch 2, which included Office Superintendents, Head Clerks, Accountants, UDCs, LDCs, etc. from 28 Government Departments benefited from this training programme.



The objective of this training programme was to develop a broad understanding of the Constitutional provisions and Government Instructions concerning Reservation in Services. Participants shared and exchanged practical day-to-day experiences and difficulties and sought expert advice in handling reservation matters at their respective Departments. Expert sessions and classroom exercises enhanced participants training experience and understanding. Subject experts were invited to deliver sessions along with Shri. Sandeep Mukherjee, Director, ISTM, Gol, was invited as a master trainer. The training ended with a Valedictory session.

Other Activities:

1. Visit of Director, LABSNAA : Shri. Sriram Taranikanti, IAS Director, from Lal Bahadur Shastri National Academy of Administration, Mussorie visited this Institute on 17th January, 2025. During his visit, he interacted with the Director & faculty of GIPARD. He shared valuable insights on training and capacity building initiatives which GIPARD can undertake.



2. A Study Visit of CSIBER, Kolhapur was conducted on 21st January, 2025 at GIPARD Ella Farm, Old Goa. During the visit students noticed working of GIPARD staff, nature of activities conducted by GIPARD also interacted with faculties in different areas of Training & Research. Total 30 students along with 1 faculty visited GIPARD.

Snap Shot of the total trainings for the month of January, 2025

Sr.	Sector	No. of	No. of
A	Panchayati Raj / Urban	23	511
B.	Rural Development	05	145
C.	Women's Development &	09	264
D.	Public Administration / Demand Based	20	652
Total		57	1572

Upcoming programmes for the month of February, 2025

Sr. No	Name of the Training Programme	Date	Course Director
1.	Hands-on Training Programme on Public Financial Management System (PFMS) & eGram Swaraj Application-Sattari & Dharbandora blocks	3rd & 4th February, 2025	Ms. Ashwini Acharya
2.	Training Programme on Embroidary, Arriwork, Beadwork for Urja V.O. at	3rd to 21st February, 2025	Ms. Sarita Patil
3.	Training Programme on "Alcoholism, Drugs and Substance Abuse" at GIPARD, Ella Farm, Old Goa. (Batch - I)	4th and 5th February, 2025	Ms. Arlette Mascarenhas
4.	Training Programme on "Alcoholism, Drugs and Substance Abuse" at GIPARD, Ella Farm, Old Goa. (Batch - II)	4th and 5th February, 2025	Ms. Arlette Mascarenhas
5.	Hands-on Training Programme on Public Financial Management System (PFMS) & eGram Swaraj Application -	5th & 6th February, 2025	Ms. Ashwini Acharya
6.	Workshop on Youth Gramsabha at GIPARD	6th February, 2025	Ms. Hegel Da Costa
7.	Training Programme on Alcoholism, Drugs and Substance Abuse" at Mathany Saldhana Administrative Complex, Margao Goa. (Batch - I)	6th and 7th February, 2025	Ms. Arlette Mascarenhas
8.	Training Programme on Alcoholism, Drugs and Substance Abuse" at Mathany Saldhana Administrative Complex, Margao Goa. (Batch - II)	6th and 7th February, 2025	Ms. Arlette Mascarenhas
9.	Exposure Visit within Goa for a selected batch of Elected Representatives of Village Panchayats of Goa (02 batches)	7th February 2025	Ms. Ashwini Acharya
10.	Special Cam cum Awareness at Village Level on Forest Rights Act 2006 at Mauxi V.P., Sattari.	7th February 2025	Ms. Arlette Mascarenhas
11.	NIDM - Health and Nutrition of Women and Children in Disasters and Emergencies at GIPARD, Ella Farm, Old Goa.	10th to 12th February, 2025	Ms. Arlette Mascarenhas
12.	Training Programme on Leadership Management Programme	10th to 12th February, 2025	Ms. Ashwini Acharya
13.	Hands-on Training Programme on Public Financial Management System (PFMS) & eGram Swaraj Application - Mormugao & Canacona blocks	11th & 12th February, 2025	Ms. Ashwini Acharya

14.	Special Camp cum Awareness at Village Level on Forest Rights Act 2006", at Neturlim V.P., Sanguem.	11th February 2025	Ms. Sarita Patil
15.	Administrative & Service Matters for Principals of ITI's under DSDE	12th to 14th February, 2025	Ms. Hegel Da Costa
16.	One day Training Programme on "Sevottam and The Goa (Right of Citizens to Time Bound Delivery of Public Services) Act, 2013 at GIPARD,	14th February, 2025	Ms. Arlette Mascarenhas
17.	One day Training Programme on Sevottam and The Goa (Right of Citizens to Time Bound Delivery of Public Services) Act, 2013 at GIPARD, Ella Farm, Old Goa.	17th February, 2025	Ms. Arlette Mascarenhas
18.	Hands-on Training Programme on Public Financial Management System (PFMS) & eGram Swaraj Application - Pernem block	17th & 18th February, 2025	Ms. Ashwini Acharya
19.	DoPT, Gol sponsored Training Programme on Right to Information Act, 2005 (Revenue Department).	17th & 18th February, 2025	Dr. Seema Fernandes
20.	One day Training Programme on "Sevottam and The Goa (Right of Citizens to Time Bound Delivery of Public Services) Act, 2013 at GIPARD,	18th February, 2025	Ms. Arlette Mascarenhas
21.	DoPT- Enhancing Public Relations & Collegial Harmony in the Nursing Profession at GIPARD, Ella Farm, Old Goa.	19th to 21st February, 2025	Ms. Arlette Mascarenhas
22.	DoPT, Gol sponsored Training Programme on Right to Information Act, 2005 (Dte. of Panchayats) 3 batches	20th to 21st February, 2025	Dr. Seema Fernandes
23.	MIS through various digital portals & platform on Thematic GPDP for Panchayat Officials.	21st February, 2025	Ms. Ashwini Acharya
24.	MIS through various digital portals & platform on Thematic GPDP for Panchayat Officials.	22nd February, 2025	Ms. Ashwini Acharya
25.	MIS through various digital portals & platform on Thematic GPDP for Panchayat Officials.	24th February, 2025	Ms. Ashwini Acharya
26.	DoPT - Management of Adolescent Problems, 2025 at GIPARD, Ella Farm, Old Goa.	24th and 25th February, 2025	Ms. Arlette Mascarenhas
27.	Hospital Administration for Doctors & Health Officers under DHS at GIPARD	24th to 28th February 2025	Ms. Hegel Da Costa
28.	One day Training Programme on "Sevottam and The Goa (Right of Citizens to Time Bound Delivery of Public Services) Act, 2013 at GIPARD, Ella Farm, Old Goa.	25th February, 2025	Ms. Arlette Mascarenhas

29.	Training Programme on Swatch Bharat Mission for VP Secretaries, Elected Representatives and VDC Members of Village Panchayats	25th & 26th February, 2025	Ms. Ashwini Acharya
30.	MIS through various digital portals & platform on Thematic GPDP for Panchayat Officials.	26th February, 2025	Ms. Ashwini Acharya
31.	MIS through various digital portals & platform on Thematic GPDP for Panchayat Officials. -	28th February, 2025	Ms. Ashwini Acharya
32.	Exposure Visit outside Goa for Elected Representatives and V.P.Secretaries of Village Panchayats of Goa (02 batches)	26th February to 2nd March 2025	Ms. Ashwini Acharya
33.	Training Programme on Swatch Bharat Mission for VP Secretaries, Elected Representatives and VDC Members of Village Panchayats	27th & 28th February, 2025	Ms. Ashwini Acharya
34.	DoPT- Gender Sensitization for Men and Women at GIPARD, Ella Farm, Old Goa.	27th and 28th February, 2025	Ms. Arlette Mascarenhas
35.	Training Programme on Disciplinary Proceedings (2 batches) at GIPARD	27th February to 1st March, 2025	Dr. Seema Fernandes

